

**REAL ESTATE APPRAISERS BOARD MEETING
MADISON, WI
MINUTES
JANUARY 15, 2003**

PRESENT: Patrick Buckett, Sharon Fiedler, LaMarr Franklin, Mark Kowbel, Roger Roslansky

STAFF PRESENT: Mary Forseth, Ruby Jefferson-Moore, Grace Schwingel, Barb Showers, Lydia Bridge, Judy Mender, Roxanne Peterson

GUESTS: Larry Seiger

CALL TO ORDER

LaMarr Franklin, Chair, called the meeting to order at 9:35 a.m. A quorum of 5 members was present.

ADOPTION OF AGENDA

Amendments to agenda:

- Monitoring Report for Harry N. Devitt;
- Stipulation for-Patrick VanVonderen;
- Review of course form by Barbara Showers

MOTION: Patrick Buckett moved, seconded by Sharon Fiedler, to approve the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES (10/30/2002)

MOTION: Patrick Buckett moved, seconded by Sharon Fiedler, to approve the minutes of 10/30/02 as published. Motion carried unanimously.

ADMINISTRATIVE REPORT, MARY FORSETH, BUREAU DIRECTOR

- **Board Roster**

DeAnn Brosman's and Dennis Farrar's appointments have been rescinded so they will not continue to serve on the Board unless reappointed by the new administration.

- **Review and Discuss 2003 Meeting Dates**

While there is some conflict with meeting the 3rd Wednesday of the month, the Board agreed to approve the 2003 meeting dates as scheduled. In 2004, the Board will consider meeting on the 2nd Wednesday of the month and requested that Roxanne consider this when developing the 2004 meeting schedule.

- **Summary Reports on Pending Court Cases, Disciplinary Cases and Administrative Rules and Press Releases**

Noted

- **To-Do List**

The Board reviewed the to-do list; all items were completed.

- **Access To DOR Records**

It was noted that Board members continue to have difficulty accessing Department of Revenue (DOR) forms and materials for assessors/appraisers because the forms have social security numbers on them. Legal Counsel, Ruby Jefferson-Moore, is working to resolve this issue and it will be an item for discussion on the Board's next agenda. Mary Forseth provided a list of licensed assessor statistics from DOR.

- **Regulatory Digest**

The Regulatory Digest has been published and copies were provided.

- **Board Member Updates, Roxanne Peterson**

Roxanne Peterson reviewed the procedure the Department is using for processing reimbursements, noting that Governor Doyle is strictly limiting all out-of-state travel for Board members and staff.

- **Elections**

MOTION: Patrick Buckett moved, seconded by Sharon Fiedler, to re-elect LaMarr Franklin as Chair. Motion carried unanimously.

MOTION: LaMarr Franklin moved, seconded by Roger Roslansky, to re-elect Patrick Buckett as Vice Chair. Motion carried unanimously.

MOTION: Roger Roslansky moved, seconded by Patrick Buckett, to re-elect Mark Kowbel as Secretary. Motion carried unanimously.

BOARD MEMBER ACTIVITY

None

EDUCATION ISSUES

- **Report of the REA Education Advisory Committee, Mark Kowbel/DeAnn Brosman**

Mark Kowbel reported on the issues discussed at the Board's Education Advisory Committee meeting on January 14, 2003. The Education Advisory Committee consists of 5 members: one board member (Mark Kowbel), with an alternate board member (Sharon Fiedler), one educator (Ozzie Johnson), two public professional members (Mary Reavey & Rick Vozar), and

1 Assessor (DeAnn Brosman). Legal Counsel clarified that DeAnn Brosman may continue to serve on the Advisory Committee although her Board appointment was rescinded.

- **Update on Continuing Education (CE) Audit Review, Lydia Bridge**

Lydia Bridge reported that the CE Audit Review has been completed. We now have 98% compliance for the 200 licensees who were audited. Five licensees have been referred to the Division of Enforcement (DOE) for investigation. Barbara Showers reviewed options the Board has for monitoring CE compliance. The Board discussed the possibility of raising licensing fees to cover the costs of enforcing the Board's standard for CE compliance and is interested in pursuing this issue with the Department. Mary Forseth will convey this information to the Department Secretary.

- **Survey and Course Update for Approved REA Course Providers, Lydia Bridge**

Lydia Bridge reviewed the results of the survey sent out by the Exam Office.

- **Review Application Packet Changes, Judy Mender**

Judy Mender reviewed the changes that were made to the application packet.

- **Course and Instructor Approval Processes, Barb Showers**

Barbara Showers reviewed the REA Program Content Verification form. There was a discussion concerning the methods used to determine property values. It was noted that applicants have indicated it is difficult to find a 15-hour standards class required for CE compliance.

LEGISLATION

- **Status Report on Trainee Licensing Classification and Increase In Experience Hours Proposal, Mary Forseth**

The Board discussed the possibility of increasing the number of hours of experience required for licensure from 500 hours to 2,000 hours and indicated its concern that this kind of increased experience requirement would be an obstacle to candidates seeking licensure.

The Board discussed possible implementation dates if the experience requirement is raised. The Department is not approving additional transitional licenses. The current Appraisal Qualifications Board (AQB) recommendations allow 50% of a candidate's experience requirement to come from case studies.

Mary Forseth will discuss these issues with the Department Secretary and prepare a scope statement. The Board will need to consider other AQB changes and statutory requirements when determining an effective date for any changes it makes to licensure requirements.

- **Mandatory Licensure**

The Board would like to discuss mandatory licensing for real estate appraisers at its next meeting. Legal Counsel, Ruby Jefferson-Moore, along with Mary Forseth, will provide background information on this issue. The Board, understanding that this is a complicated issue, continues to have concerns about protecting the public from incompetent appraisers.

- **Other Revisions Recommended by Board**

None

ADMINISTRATIVE RULES

Status Report on Proposal to Increase Experience Hours for Licensed Appraisers, Mary Forseth

This issue was discussed as noted above.

Other Revisions Recommended by Board

None

APPRAISAL SUBCOMMITTEE

None

APPRAISAL FOUNDATION

- **State Regulator Advisory Group**

Mary Forseth provided Board members with the Appraisal Foundation's January 2003 "State Regulator Update."

- **Appraisal Standards Board**

Informational

- **Appraiser Qualifications Board**

Informational

ASSOCIATION OF APPRAISER REGULATORY OFFICIALS (AARO)

Noted

EXAMINATION ISSUES

None

MISCELLANEOUS CORRESPONDENCE/INFORMATION

None

NEW BUSINESS

None

PRESENTATION OF PROPOSED STIPULATIONS BY DIVISION OF ENFORCEMENT

None

CLOSED SESSION

MOTION: Roger Roslansky moved, seconded by Mark Kowbel, to convene to closed session to consider discipline of persons licensed by the board or the investigation of charges against such persons [s. 19.85(1)(b), Stats.] and, to consider individual histories or disciplinary data [s. 19.85(1)(f), Stats.] Motion carried by roll call vote: Patrick Buckett-yes, Sharon Fiedler-yes, LaMarr Franklin-yes, Mark Kowbel-yes, Roger Roslansky-yes.

Open Session recessed at 11:45 a.m.

RECONVENE TO OPEN SESSION

MOTION: Roger Roslansky moved, seconded by Mark Kowbel, to reconvene into open session at 12:40 p.m. Motion carried unanimously.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION

STIPULATION

PATRICK VAN VONDEREN

MOTION: Patrick Buckett moved, seconded by Mark Kowbel, to accept the Stipulation, Findings of Fact, Conclusions of Law and Order in the disciplinary matter involving Patrick Van Vonderen. Motion carried unanimously.

MONITORING

HARRY N. DEVITT

MOTION: Mark Kowbel moved, seconded by Roger Roslansky, to grant Harry N. Devitt (case # LS 0208283 APP), an extension until October 30, 2003, to meet his CE requirements. The Board will accept 20 hours of “contemporary issues in real estate appraising” and an additional 5 hours in “residential appraising,” in lieu of 25 hours of USPAP. Motion carried unanimously.

- **Disciplinary Actions, If Any**

None

- **Deliberation on Proposed Administrative Warnings and/or Stipulations that May be Signed After Printing of Agenda**

None

- **Examination Issues, If Any**

None

SUCH OTHER ITEMS AS AUTHORIZED BY LAW

- **Application Packet Review**

It was noted that the Society of Real Estate Appraisers, listed on the back of page 33 in the application packet has not been existence for quite some time. It should be replaced by the Wisconsin Appraisal Institute Coordinating Committee (WAICC). Mary Forseth will advise Judy Mender and Barbara Showers of this change needed to item #23 on the List of Approved Educational Courses form.

- **AARO**

Mary Forseth reviewed a letter to Mel Black from David Bunton of the Appraisal Foundation regarding the mission of the Association of Appraiser Regulatory Officials (AARO).

ADJOURNMENT

MOTION: Mark Kowbel moved, seconded by Patrick Buckett, to adjourn the meeting at 12:45 p.m. Motion carried unanimously.

**Next meeting: Education Advisory Committee - April 15, 2003.
REA Board - April 16, 2003.**